



## **Carter Memorial Library Board Meeting Minutes**

**Date: MONDAY, January 19, 2026**

**Time: 4:34 PM**

**Place: Carter Memorial Library**

- I. Call to order. Vice President Janet Abalan called the meeting to order at 4:35 pm in the Carter Memorial Library.
- II. Roll call and introductions. Those present were Director Anna Dinkel, Library Board Janet Abalan, Nicole Bahn, Eileen Cimermancic, Barbara Hodgen, and Scott Jorgenson.
- III. Public comments.
- IV. Approval of agenda. A motion was made by Jorgenson to approve the agenda. Seconded by Hodgen. Motion passed.
- V. Approval of minutes. A motion was made by Hodgen to approve the regular board minutes from November 17, 2025. Motion seconded by Jorgenson. Motion carried.
- VI. Approval of Special Meeting on Thursday, December 18, 2025. A motion was made by Jorgenson to approve the minutes. Seconded by Bahn. Motion passed.
- VII. November 2025 Vouchers Payable.
- VIII. Informational items.
  - a. October 2025 revenues. Motion made by Bahn to approve the October 2025 revenues as presented. Seconded by Hodgen. Motion carried.
  - b. October 2025 expenditures. Motion made by Bahn to approve the October 2025 revenues as presented. Seconded by Jorgenson. Motion carried.
  - c. November 2025 revenues. Motion made by Hodgen to approve the November 2025 expenditures. Seconded by Jorgenson. Motion carried.
  - d. November 2025 expenditures. Motion made by Abalan to approve the November 2025 expenditures. Seconded by Bahn. Motion carried.
  - e. October & November 2025 donations. A donation was made by Helen Moller in the amount of \$100.
- IX. Director's report
  - a. Director Dinkel updated the board on the addition of an AED. Narcan is now stocked at the library.
  - b. Director Dinkel informed the board that Tri-City Glass has completed the front door replacement project. The door will be painted in the spring.
  - c. Dinkel is working on the spring newsletter and the summer reading program.
  - d. Dinkel updated the board on the hiring of replacement staff for the retiring employee. Interviews for the position will be held next week.

- e. Dinkel let the board know that there is a new station set up in the library for patrons to access the catalog.
- f. Director Dinkel highlighted the purchase of new storytime kids tables with the Phyllis Davis memorial donations.
- g. Dinkel showed the board the new library card design that will be available to patrons soon.
- h. Dinkel received a grant to be trained to be a PBS library ambassador.
- i. Dinkel attended a summer reading workshop in the beginning of January.
- j. Dinkel will attend the annual Winnefox Meeting on January 27
- k. Dinkel updated the board on current programming including Winter Book Bingo, Winter Play, Art with Miss Anna, Teri Rose Author Visit, Winter Storytime, Winter Babytime, and the Detective Science Series and Wizarding 101 by AmeriCorps and 4H.
- l. An Ingram account has been established for our library.
- m. Dinkel trained new volunteers on mending materials and shelving kid's materials.
- n. Staff have repackaged phonics materials.
- o. November 2025 statistics.
- p. December 2025 statistics.

IX. Unfinished business

- a. Property Manager Employment Status Update. Joe Schuster has started in his property management role.
- b. Wendy Retirement Discussion.

X. New business

XI. Future agenda items

- a. New building update.

XII. Adjourn. A motion was made by Jorgenson to adjourn the meeting, seconded by Bahn. The motion carried. Meeting adjourned at 5:14 pm.

*Submitted By Eileen Cimermancic, Board Secretary*

**2026 Board Meeting Schedule**

Meetings are at 4:30 pm on the 3<sup>rd</sup> Monday of the month. Board meetings are not scheduled for July and December.

January 19

*February 16*

*March 16*

*April 20*

*May 18*

*June 15*

*August 17*

*September 21*

*October 19*

*November 16*